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CONNECTICUT ASSOCIATION OF HEALTH SCIENCES LIBRARIANS
MEETING MINUTES - EXECUTIVE BOARD

July 30, 2012

PRESIDING: Jessica Kilham (President)

PRESENT: Lisa Carter, Anne Romano, Jessica Kilham, Bridget Gunn, Donna Belcinski, Jill Golrick, Jennifer Campbell, Anne-Marie Kaminsky, Nancy Goodwin, Pat Wales, Linda Kaczmarczyk

AGENDA	DISCUSSION	DECISIONS/ACTIONS
President (Jessica) End of year feedback Meetings Goals Salary Survey LibGuides Newsletter President's Notebook/Procedure Manual	<ul style="list-style-type: none">- The meeting began at 2:10 P.M.-Feedback survey was distributed. Same as was distributed at the annual meeting.-A discussion was held as to the number and location of meetings. Gaylord Hospital in Wallingford and Middlesex and Manchester Community Colleges were mentioned for locations.-A retreat/workshop dealing with AHIP certification was discussed.-Committed to it for one year for approx. \$400	<ul style="list-style-type: none">-Motion made and seconded to have four meetings in September, December, March and June with the March meetings held at the Middletown Service Center. The December and June meetings are normally held in restaurants or other facilities. Motion passed.-This will be explored as a separate workshop. Anne-Marie will contact Claire LaForce, NAHSL AHIP rep for possible dates.-Having a CAHSL fun meeting will be discussed at the September meeting.- Anne Marie and Lori will look into salary survey. Whoever has an old survey is asked to send it to them.-Will have access to it in September and then will revisit after one year.-Decided not to do a newsletter.-Still looking for it. Will reformulate to what is useful.

Treasurer (Bridget)	<ul style="list-style-type: none"> -Kandace has given everything to Bridget. -Dues were discussed. 	<ul style="list-style-type: none"> -A motion was made by Linda and seconded by Jill to increase dues to \$40 due to costs of meetings, honoraria, etc. Motion passed. Will be brought up to membership at the September meeting.
Programming (Nancy and Lisa)	<ul style="list-style-type: none"> -Nancy said that Keith Sanusas, MD, a Family Medicine physician from Middlesex Hospital, will speak on mobile point of care tools. -Lisa discussed having the Holiday luncheon on Dec. 6. Sites considered were Elaine's on the Berlin Turnpike, Hawthorne Inn and Inn at Middletown. -Will wait for March webinar to see what it is. -A possibility for the June meeting is to have Alison Clapp or Nathan Norris teach a class on bibliographic citations 	<ul style="list-style-type: none"> -Nancy will ask him when a good days is for him to speak. -Donna made a motion and seconded by Jennifer to give him a \$300 honorarium. Motion passed. -A motion was made by Nancy and seconded by Anne-Marie to have it at the Inn at Middletown and to ask for a discount for the use of the patriot Room. Motion Passed. Wendy Urciuoli from MidState will speak about using Net Vibes to create a homepage on the Internet and the use of RSS feeds from journals. -A motion was made by Jennifer and seconded by Anne-Marie to leave March and June programming open.
Membership (Jill)	<ul style="list-style-type: none"> -Received list from Nancy Gilly (Past-chair) of those who have and have not paid dues for 2012. -Membership slightly down. 	<ul style="list-style-type: none"> -Will wait to see if new dues amount is approved by membership before sending out renewal forms.
Bylaws (Anne)	<ul style="list-style-type: none"> -There was a change to the bylaws in December, but they haven't been updated online as yet. 	<ul style="list-style-type: none"> -Todd will need to update online.
Website/New Technology (Todd)	<ul style="list-style-type: none"> -Todd was not in attendance. -LinkedIn was discussed as was use of the Website and List serve. 	
Archives (Pat)	<ul style="list-style-type: none"> -Pat has two boxes of archives. 	

NAHSL Rep (Hongjie and Anne Marie)	Nothing to Report.	
Shared Services (Jennifer)	<p>-Jennifer said that Rittenhouse & R2 need three new people to join. Beth is no longer the liaison. Pat reported that Beth is still her liaison.</p> <p>-Mary Swenson from Elsevier Clinical Key asked if anyone interested in a group deal.</p>	-Nothing was decided.
Other	-September 14 is the CT State Medical Society conference in Mystic	
Adjournment		-A motion was made by Jill and seconded by Donna to adjourn at 3:55 P.M.

Next Executive Board meeting is scheduled September 28, 2012, from 12:15 -12:45 at the Middletown Service Center.

**Respectfully submitted,
Linda Ann Kaczmarczyk
Secretary**